

I, Jared Robertson, Assistant Chief of Special Service, supervise the Special Services Division, and my brother Jerome Robertson, Fire & Supply Technician works for the Division.

As a result of consulting with appropriate government ethics staff, I understand that the Louisiana Code of Ethics may prohibit me from participating personally and substantially in any particular matters involving or affecting my brother, as set forth in applicable laws and regulations. I understand that any matter related to his promotions, evaluations, time worked, requested leave, timesheets, callout services, discipline or any other matter concerning an economic benefit to my brother, should be referred to my supervisor, the Chief of Special Services Scott Pertuis or the Chief of Administration Jeremy Spillman, whose signatures below signify their acceptance. Upon the execution of this document, I will distribute copies to appropriate staff and instruct them to refer all particular matters involving or affecting the employee to Chief Pertuis or Chief Spillman without consulting me or informing me that such matters are pending.

This recusal will remain in effect until I, in consultation with ethics staff, inform Chief Pertuis or Chief Spillman in writing that it is no longer required by laws or regulations.

Jared Robertson, Assistant Chief of Special Services

_____ Accept
_____ Do not accept

Chief of Special Services Scott Pertuis

Date

_____ Accept
_____ Do not accept

Chief Administration Jeremy Spillman

Date

_____ Accept
_____ Do not accept

Fire Chief Michael Kimble

Date